ACADEMIC DISHONESTY POLICY

“In the academic community the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. Written or other work which a student submits must be the product of his/her own efforts. Plagiarism, cheating and other forms of academic dishonesty, including dishonesty involving computer technology, are prohibited.

In cases involving academic dishonesty, the determination of the grade shall be left solely to the discretion of the instructor. In a case where the instructor judges a student guilty of academic dishonesty, the instructor is encouraged to report the incident of dishonesty to the director of the Office of Student Conduct in order to discern potential patterns of egregious dishonesty.”

PLAGIARISM

Plagiarism is intentionally or carelessly presenting the work of another as one’s own. Plagiarism can be either intentional, or inadvertent due to carelessness. Regardless, either way, it is still plagiarism and subject to university sanction when discovered. There are three types of plagiarism: 1) direct quotes, 2) paraphrasing, and 3) using someone else’s unique ideas.

- **Direct Quotes**
  For direct quotes, if you use someone else’s writing without putting it in quotes, you have blatantly plagiarized. Even if you add the source in your bibliography, it is still considered plagiarism if you do not put quotes around what you are taking.

- **Paraphrasing**
  Be careful about rewriting someone else’s words. If your sentences use many of the same words and grammatical structure as the original source, it could be construed as plagiarism. Just put the text in your own words. You’ll still need to cite it, even when you paraphrase!

- **Original Ideas**
  Give credit to the unique ideas of others! If you present the ideas of another person without crediting him or her, you have plagiarized. Obvious ideas, like known facts, don’t have to be credited. When in doubt, attribute.

RESEARCH & CITATIONS

When you are writing a paper, you must be sure to cite the sources you have used! If you do not properly cite your sources, whether you did it intentionally or on accident, you are plagiarizing.

If you are unaware of how to cite your sources, try using EasyBib, Son of Citation Machine, CiteFast or many of the other tools available to you online. These tools can help you create in-text citations and bibliographical citations in a variety of formats: APA, MLA, Chicago, Turabian, etc. Your professors should tell you which citation format they prefer you use.

The CMU Library offers many scholarly articles and journals, available online and at the main library location, to assist in your research efforts. To gain access to these materials online, visit library.cmich.edu.

Adapted from CMU Libraries Tutorials – Academic Integrity & Plagiarism:
cmich.edu/library/tutorials/Pages/plagiarism.aspx

Adopted from the CMU Policy on Academic Integrity
For a full copy of the policy, go to:
ethics.cmich.edu/ACADEMIC_INTEGRITY_POLICY.pdf

PLAGIARISM

Types of Academic Dishonesty

- **Cheating on examinations**
  Using or attempting to use materials, information, notes, study aids, or other assistance in any type of examination or evaluation which have not been authorized by the instructor.

- **Plagiarism**
  Intentionally or carelessly presenting the work of another as one’s own. It includes submitting an assignment purporting to be the student’s original work, which has wholly or in part been created by another person.

- **Fabrication, forgery and obstruction**
  Use of invented, counterfeited, altered or forged information in assignments of any type including those activities done in conjunction with academic courses that require students to be involved in out of classroom experiences.

- **Multiple submission**
  Submission of the same or substantially the same work for credit in two or more courses. Includes the use of any prior academic effort previously submitted for academic credit at this or a different institution.

- **Complicity**
  Assisting or attempting to assist another person in any act of academic dishonesty.

- **Misconduct in Research and creative endeavors**
  Serious deviation from the accepted professional practices within a discipline or from the policies of the university in carrying out, reporting, or exhibiting the results of research or in publishing, exhibiting, or performing creative endeavors.

- **Computer misuse**
  Disruptive, unethical, or illegal use of the university’s computer resources, including any actions, which violate the university’s Rules for Computer and Networking Resources.

- **Misuse of intellectual property**
  Illegal use of copyright materials, trademarks, trade secrets, or intellectual properties.

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